

# PUCKETT *Station*

Dear Homeowners,

The Puckett Station Board of Directors would like to inform you that, beginning next month, Timmons Properties will begin conducting monthly inspections throughout the community. These inspections help maintain the appearance, value, and safety of our neighborhood, while ensuring compliance with the community's governing documents.

During these visits, representatives from Timmons Properties will drive through the neighborhood to note any maintenance or compliance concerns. If an issue is identified, the homeowner will be notified in writing with details and the steps required for resolution.

Here are some items we look for during inspections:

## **Trash & Recycling**

- Containers must be stored out of sight or screened from neighboring lots- Please submit an ARC application if you wish to screen your container

## **Lawn & Landscaping**

- Lawns must be kept neat and tidy
- Landscaping should be free of weeds and debris
- Trees and shrubs must be trimmed and pruned as needed

## **Exterior Home Maintenance**

- Siding should be clean and free of mildew or dirt
- Pillars, porch rails, shutters, and other painted surfaces must be maintained and repainted as needed- Please submit ARC application if changing color
- Fences should be in good repair and maintained/painted as needed
- Mailboxes must be maintained:
  - Must include a flag
  - Must display the correct number in the approved font
  - Mailbox, plaque, and post must be painted/maintained in black
  - Mailbox numbers must meet the following criteria:
    - White
    - Size: 3 inches in height
    - Font: Arial or a similar block-style, sans-serif font
    - Material: Reflective vinyl adhesive numbers
    - Placement: Applied neatly to both sides of the number plate above the mailbox, centered and level
    - These numbers are inexpensive and widely available at: Home Depot, Lowe's, Ace Hardware, Walmart, Amazon, Etsy or local sign or lettering shops (custom-cut options available)

## **Parking & Vehicles**

- Parking should be limited to garages and driveways
- Street parking is limited to no more than 4 hours, and not more than twice in a calendar week
- No trailers, boats, or recreational vehicles may be parked longer than 36 hours
- Commercial vehicles are prohibited (defined as vehicles with more than two axles, gross vehicle weight rating of 12,000+ pounds, flatbeds, box trucks, buses, hazardous material carriers, or vehicles with advertising over 20 sq. ft.)
- Damaged or inoperable vehicles must be stored out of sight

## **Signage**

- One "For Sale" or "For Rent" sign allowed, maximum 4 sq. ft.
- Up to two non-illuminated election signs (max 24" x 30") permitted within 30 days before and 2 days after an election

## **Other Restrictions**

- Solar panels may not be visible from the front of the home
- Satellite dishes may not exceed 24" in diameter, and must not be visible from the front (ARC approval required)
- No fenced dog pens, above-ground pools, clotheslines, sheds, or trampolines
- Holiday decorations may be displayed no more than 30 days before the holiday and must be removed within 2 weeks after
- Items must not be stored outside the home and must be out of view from neighboring lots when not in use, including children's toys, sports nets, and miscellaneous items

## **Architectural Requests**

- Any exterior changes to your home must be submitted to the Architectural Review Committee (ARC) for approval. When in doubt, please submit a request to avoid issues later.
- All guidelines can be found in the CCR's and CCR amendments

***\*\*These are just some items found in your governing documents. This is not a complete list of possible violations. \*\****

## **Enforcement Policy**

Unless otherwise noted, the following steps will be taken for violations per the PSHOA current fine policy:

- First Letter: Warning notice with 30 days to remedy
- Second Letter: \$150 fine and 30 days to remedy
- Third Letter: \$250 fine and 14 days to remedy.
- If unresolved after 14 days, \$100 daily fine will be applied, and the matter will be referred to the Association's attorney

**Recreational Vehicles (boats, golf carts, trailers, etc.)**

- First Notification: Warning letter with 7 days to remedy
- Second Notification: \$150 fine and 5 days to remedy
- Third Notification: \$250 fine and 5 days to remedy.
- If unresolved after 5 days, the matter will be referred to the Association's attorney

**Unkempt Grass and/or Landscaping**

- First letter: Warning notice with 7 days to remedy
- If not resolved within 7 days, the Association will perform the lawn care and/or landscaping services, and the cost will be added to the homeowner's account.

***\*\*All legal fees incurred by the Association in issuing attorney letters or pursuing compliance will be charged to the homeowner's account. \*\****

**If a homeowner needs additional time to resolve an issue, they may simply reach out to Timmons Properties to request an extension.**

We appreciate your cooperation and commitment to keeping Puckett Station a community we are all proud to call home. If you have questions about this process, please contact Kelsey Ware with Timmons Properties at [CustomerCare@timmonsprop.com](mailto:CustomerCare@timmonsprop.com)

Thank you for your attention and support.